

# SCHOOL DISTRICT OF ESCAMBIA COUNTY

## JOB DESCRIPTION

### PHYSICAL THERAPY ASSISTANT (PTA)

#### QUALIFICATIONS:

- (1) Associate Degree in Applied Science (A.A.S.) from an accredited educational institution with an accredited Physical Therapy Assistant curriculum.
- (2) Possess a current licensure in Florida as Physical Therapist Assistant.
- (3) Experience in pediatrics preferred.
- (4) Qualifications may vary from the above requirements to such a degree as the Superintendent and the Board determine necessary and appropriate to ensure properly qualified personnel in each specialized assignment.

#### KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to provide therapy to students under the direction and supervision of a physical therapist (PT). Assist as a licensed person who can assist in the practice of the specified therapy as defined in both Chapters 468 and 486, F. S.

#### REPORTS TO:

Supervising Physical Therapist

#### JOB GOAL

To develop and implement a plan of treatment for students with physical disabilities through an ongoing and successful program for the students, staff, and the District of Escambia County.

#### SUPERVISES:

Assigned Non-Instructional Personnel

#### PERFORMANCE RESPONSIBILITIES:

##### Instructional Program Leadership/Development

- \*(1) Participates in the assessments of physical function.
- \*(2) Demonstrates knowledge of anatomy and physiology as it relates to student's physical disabilities.
- \*(3) Assists and performs non-standardized assessment/screening techniques under the supervision of a PT (i.e., measure of joint range of motion, muscle strength, functional assessments within the school environment and/or community, posture and gait analysis).
- \*(4) May modify a specific treatment procedure in accordance with changes in the student's status within the scope of the established treatment plan.

##### Personnel Action Services

- \*(5) Determines therapeutic goals in conjunction with PT.
- \*(6) Reports any observation data that relates to student performance to PT.
- \*(7) Reviews standardized/non-standardized assessment results with the PT.
- \*(8) Confers with PT and IEP team to assist in the development of the Individualized Educational Plan (IEP) goals and objectives as determined through physical therapy assessment on assigned students.
- \*(9) Maintains communication with PT regarding assigned students, with a minimum of monthly supervisory visits, and regularly scheduled documented communication determined by student needs and the assistant's skill level.

## Physical Therapy Assistant (Continued)

### School Operations / Delivery Systems

- \* (10) Participates in the IEP meetings.
- \* (11) Presents any physical therapy related IEP goals and objectives on assigned students.
- \* (12) Communicates effectively, both orally and in writing, with other professionals, students, parents and the community.
- \* (13) Assistants may sign the IEP and FSP to indicate they were present for the meeting. Everyone working with the student should have input on the goals and objectives developed for the student during the IEP meeting. The PT should have primary responsibility for collaborating with the assistant and/or IEP team as to which goals and objectives might be appropriate in helping the student achieve his/her educational goals.<sup>1</sup>

### Student Support Services

- \* (14) Provides intervention services to students as established through the IEP.
- \* (15) Adheres to the frequency of intervention as determined by the IEP.
- \* (16) Carries out IEP goals.
- \* (17) Demonstrates appropriate planning, space, and equipment use when administering therapeutic techniques.
- \* (18) Practices proper safety techniques and precautions.

### Personal / Professional Employee Qualities

- \* (19) Utilizes the team approach in working with therapists, teachers, parents, aides and attendants.
- \* (20) Implements and reinforces educational goals and objectives as they relate to functional mobility, communication or self care.
- \* (21) Communicates with other team members in a professional, effective manner.
- \* (22) Works in conjunction with the physical education teacher in providing intervention during physical education.
- \* (23) Participates in the development of home programs.
- \* (24) Administers trans-disciplinary interventions with other team members, i.e., co-treatments with occupational therapist, speech therapist, and special education teacher, etc.

### Leadership

- \* (25) Consults, instructs, and assists classroom teachers, aides, and attendants regarding positioning and handling, exercise programs, and equipment utilization.
- \* (26) Demonstrates knowledge of proper positioning, handling, transfers, and exercise programs.
- \* (27) Participates in the development of classroom mobility and positioning suggestions.
- \* (28) Instructs, consults, and assists with activities of daily living.
- \* (29) Assists in administrative duties.
- \* (30) Maintains written records that document therapy sessions and provide information on student progress.
- \* (31) Assists PT with preparing the end of the grading period or end of year progress reports on assigned students.
- \* (32) Assists PT with written communication with parents, physicians, wheelchair providers, and other vendors, as needed.
- \* (33) Organizes physical therapy schedule for assigned students.
- \* (34) Assists with determining and meeting student's adaptive and positioning equipment needs, including orthotics and prosthetic needs.
- \* (35) Participates in construction, maintenance, and repair of adaptive and assistive equipment.
- \* (36) Demonstrates knowledge of proper use and handling of equipment.

<sup>1</sup>The IEP team/committee writes the student's goals and objectives. Goals are not written as PT or OT goals, but rather student goals which reflect the educational needs of the student. If the assistant is involved in providing therapy to the student, it would be appropriate for the assistant to provide input to the therapist before the therapist writes the Plan of Care which is based on the IEP goals and objectives.

## **Physical Therapy Assistant (Continued)**

- \* (37) Instructs others in the proper and safe use of adaptive equipment, orthotics, and prosthetics.
- \* (38) Serves as a parent resource for adaptive equipment.
- \* (39) Attends and participates in scheduled therapy meetings, in-services and school staff meetings.
- \* (40) Participates in in-service training of staff regarding body mechanics in the positioning of students and in the use of adaptive equipment.
- \* (41) Attends county wide therapist meetings and in-services.
- \* (42) Attends base school meetings, if requested.
- \* (43) Attends scheduled staffings on assigned students.
- \* (44) Maintains confidentiality of student records and other professional information.
- \* (45) Performs other incidental tasks consistent with the goals and objectives of this position.

### **PHYSICAL REQUIREMENTS:**

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

### **TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan.  
Length of the work year and hours of employment shall be those established by the District.

### **EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

\*Essential Performance Responsibilities

## **PROFESSIONAL SALARY SCHEDULE – PAY GRADE 10 (10 Months)**

**Date of Board Approval: 07/20/10**